



**Attention State Employees!**

# **CIS 171 - Word Publishing**

This UMA course will allow you to progress from Word processing to Word publishing as you combine

- Word processing
- graphics
- page layout features

Topics include

- an introduction to graphic file formats and graphic enhancement software
- designing and publishing promotional materials such as brochures, letterhead, and Web pages
- organizing and presenting information in a professional format

Credits: 3

**May 17 through July 2, 2004**

Monday and Wednesday  
4 - 6:45 PM

Cross Building Room 107

**Faculty: Diana Kokoska**

Assistant Professor, Computer Information Systems

## **Call 1-877-862-1234 to Register**

Ask for CRN #C4308